



# HOWARD COUNTY HISTORIC PRESERVATION COMMISSION

ELlicott City Historic District ■ LAWYERS HILL Historic District

3430 Court House Drive ■ Ellicott City, Maryland 21043

Administered by the Department of Planning and Zoning

www.howardcountymd.gov

410-313-2350

FAX 410-313-3467

TDD 410-313-2323

## HPC EXECUTIVE SECRETARY EXEMPTION DETERMINATION FOR MINOR ALTERATIONS

APPLICANT INFORMATION:	PROPERTY INFORMATION:
Robert Z. Hollenbeck 9200 Berger Road Columbia, MD 21046	Property Address: 8388 Court Avenue, Ellicott City
	Minor Alteration Case Number: MA-20-03
	Property Information: Map 25A, Parcel 241

OWNER INFORMATION:	HISTORIC DISTRICT INFORMATION
Magis Farm, LLC 693 Gladstone Ave Baltimore, MD 21210	Ellicott City Historic District <input checked="" type="checkbox"/>
	Lawyers Hill Historic District <input type="checkbox"/>

PROPOSED WORK:
<p>Install one multi-tenant sign in front of the building. The sign will have a black metal post with an 8-inch high decorative base, a 3-inch diameter finial cap, and one armature containing the sign panels. The overall height of the post will be 80 inches, not including the finial ball cap. There will be one armature off the post, holding 6 sign panels. The top sign panel will be 8 inches high by 24 inches wide and contain the building address on two lines. Under this panel there will be 5 panels that will each be 5 inches high by 24 inches wide. The sign panel background will be black, with a gold vinyl border and gold vinyl lettering. The sign will be mounted to a cast in place concrete base, roughly 12 inches in diameter. The total square footage of all sign panels is 5.5 square feet. All other specifications as per the attached rendering.</p> <p>All future text on the 5-inch "business office" panels will replicate that shown on the rendering with the name of each business to replace "business office" and the actual suite number to be inserted in place of "suite number." All businesses names and suite number will utilize the text shown, using the same font and color. Any deviation from this standard will require approval.</p>

COMPLIANCE WITH GUIDELINES:
<p>The Executive Secretary has determined that the proposed work is considered a minor alteration and is consistent with the Guidelines as referenced below.</p> <p>Chapter 11: Signs</p> <ol style="list-style-type: none"> <li>1) Use simple, legible words and graphics.</li> <li>2) Use a minimum number of colors, generally no more than three.</li> <li>3) For buildings with several businesses, especially office buildings, use a single, directory type of sign that lists all of the businesses in a uniform format.</li> <li>4) Where they are permitted, limit a freestanding sign to a height below the window sill of the second story of the building with which it is associated.</li> <li>5) To respect the pedestrian scale, limit the size of a freestanding sign to four to six square feet in area.</li> </ol>

Date Posted to HPC Website:	Executive Secretary Signature
1/17/2020	<p><i>Beth Burgess</i> 1/17/2020            Beth Burgess, Executive Secretary Date            Historic Preservation Commission</p>

8388 Court Avenue, Ellicott City  
Minor Alteration Determination

AFTER 5 DAYS POSTING ON WEBSITE:

Written Objection WAS NOT Received:	Written Objection WAS Received:	Date Issued:
<input type="checkbox"/> No written objection was received and the proposed work was determined to be a minor alteration, not requiring Commission approval.	<input type="checkbox"/> Yes, a written objection was received. A Certificate of Approval is required.	

Executive Secretary Signature

\_\_\_\_\_  
Beth Burgess, Executive Secretary  
Historic Preservation Commission

Date

# HOWARD COUNTY HISTORIC PRESERVATION COMMISSION

## SIGN APPLICATION FOR CERTIFICATE OF APPROVAL

**SUBMIT 10 COPIES** of this application package, including all supporting materials required on page 3 of this application to Howard County Department of Planning and Zoning. Applications must be received no later than 5:00 pm 22 days prior to the meeting. Applications can be submitted via mail, but may result in missing the deadline. Applications are not accepted via email or fax.

Address: 3430 Court House Drive, Ellicott City, MD 21043

### Meeting Information

The Historic Preservation Commission (HPC) meets at 7:00 pm generally on the first Thursday of each month at 3430 Court House Dr., Ellicott City, MD.

### Questions

Please contact Samantha Holmes, Historic Preservation Planner at 410-313-4428 or [sholmes@howardcountymd.gov](mailto:sholmes@howardcountymd.gov).

**FOR STAFF USE ONLY**

**Application #:**  
HPC - *MA-20-03*

**Meeting Date:**  
*posted online*

**Date Received:**

RECEIVED

JAN 15 2020

By \_\_\_\_\_

### PROPERTY INFORMATION

Address of Subject Property: 8388 Court Ave, Ellicott City MD 21043

Name of Property Owner: Magis Farm, LLC.

Is this property listed on the Howard County Historic Sites Inventory?  Y  N #HO- \_\_\_\_\_

Historic District (please check):  Ellicott City Local Historic District  Lawyers Hill Local Historic District

### APPLICANT INFORMATION

Name of Applicant (please only provide one name for contact purposes): Robert Z. Hollenbeck / Howard Co. DPW

Mailing Address: 9200 Berger Road, Columbia MD 21046

Phone No. (W) 410-313-5784 (H) 410-984-6512 (cell)

Email: rhollenbeck@howardcountymd.gov Contact Preference: n/a

If the Applicant is not the owner of the subject property, the owner's signature authorizing the proposed work is required.

### SIGNATURE(S)/CERTIFICATION:

*R. Z. Hollenbeck*

01/14/2020

Applicant or Authorized Agent

Date

Owner (if different than Applicant)

Date

I hereby certify by the above signatures(s) that the information supplied herewith is correct and complete and authorizes such periodic on-site inspections by the Department of Planning and Zoning and its agents as may be necessary to review this application and any petitions filed in connection herewith and to enforce the Historic District Guidelines and other applicable laws. This right-of-entry shall continue until all administrative appeals pertaining to the property have been exhausted.

Sign Application for Certificate of Approval: **ATTACH ADDITIONAL COPIES OF THIS PAGE FOR EACH**

**ADDITIONAL SIGN**

**ALL APPLICATIONS MUST INCLUDE:**

- A labeled color photograph of proposed sign location on building.
- A color illustration of sign graphic or sign makers proof with dimensions.
- Samples of proposed paint colors. **(will be provided at time of meeting)**
- Manufacturer's literature/pictures of brackets or posts used to display sign.
- Completed sections below.

**TYPES:** Refer to page 79 of the Ellicott City Guidelines for general sign guidelines; specifics indicated below.

- Flat Mounted (more details on page 82)
- Projecting/Hanging (more details on page 83)
- Freestanding (more details on page 84)

**DIMENSIONS:** Refer to Guidelines for each type (as indicated to the left) for size recommendations.

Height ~80"  
 Width ~30"  
 Total Square Footage ~5

**COLORS:** The Ellicott City Guidelines recommend using a minimum number of colors, **generally no more than 3** (refer to page 80). Background colors are typically off-white; if using a colored background, please limit to two accent colors. **Color samples are required.**

Background Color Black Enamel Accent Color #2 n/a  
 Accent Color #1 Gold Lettering / Text / Border Accent Color #3 n/a

**SIGN AND INSTALLATION MATERIALS:**

Describe material of sign and materials used to install sign, such as brackets or posts **(include materials, colors, and a photograph).**

Sign will be composed of aluminum placards and an aluminum post, finished in enamel black (powder coated). The sign will consist of a single ~80" high post supporting one arm with decorative base and finial cap, from which placard signs will hang off of with chain links and screw eyes. Lettering will be applied to the black placard signs with gold vinyl, and each sign will also have a gold border.  
Exact copy of the business names will be determined based on the current tenants. If the building is not fully occupied, the number of placards can easily be reduced as needed.

**ADDITIONAL INFORMATION:** Please include any other additional information (such as additional colors beyond the recommended 3, etc.).

The sign will be mounted to a cast in place concrete base, roughly 12" in diameter. The concrete base will be installed to be as close to flush with grade as possible. The decorative base will be bolted to the concrete base.



Original sign, which was removed for Flood repairs.



Approximate location of proposed sign, for reference location only. Refer to sign proof for additional detail on sign.

<b>TLC WALL</b> 8388 COURT AVENUE	<b>DIETZ INC</b> 8388 COURT AVE
BUSINESS #1	BUSINESS #6
BUSINESS #2	BUSINESS #7
BUSINESS #3	BUSINESS #8
BUSINESS #4	BUSINESS #9
BUSINESS #5	BUSINESS #10





6770 Oak Hall Lane Unit 124  
 Columbia, MD 21045  
 410-381-4324  
 410-381-4326  
 artdepartment@sarcolumbia.com

**Customer Approval**

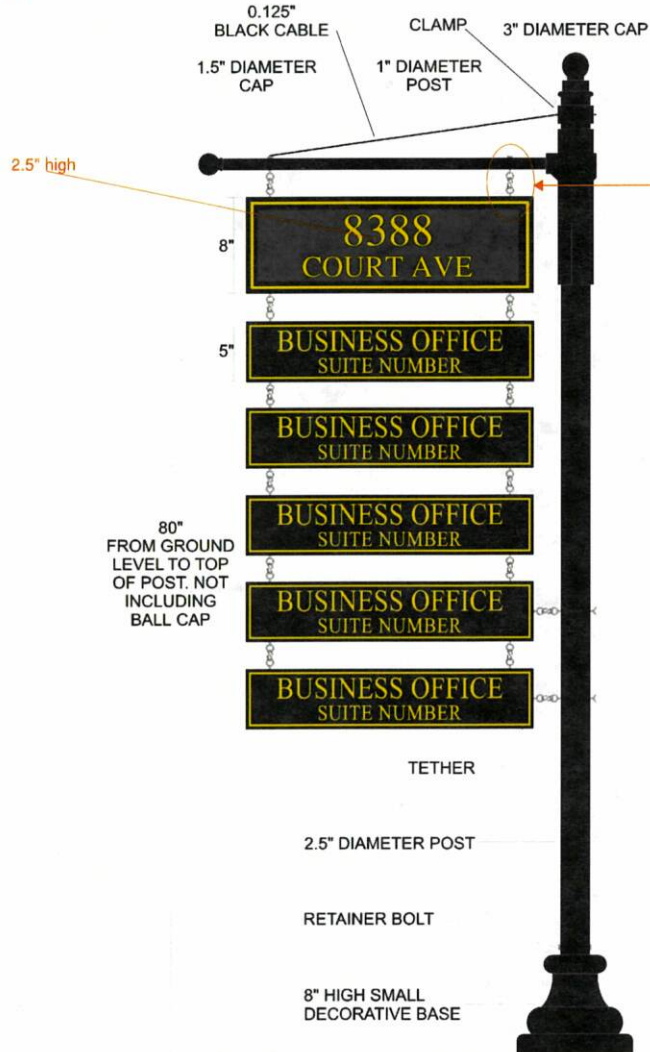
APPROVED AS IS     CHANGES NOTED ON LAYOUT, PLEASE SEND NEW PROOF

SIGNATURE \_\_\_\_\_  
 PRINTED NAME \_\_\_\_\_ DATE \_\_\_\_\_

**Proof Version and Date**

01/10/2019  
 HoCo DPW / rzh

**First 2 proofs: NO CHARGE  
 Each additional is \$20**

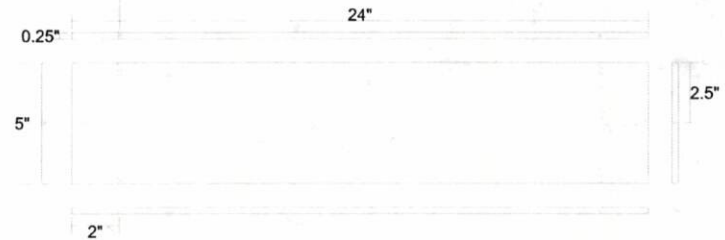


**POST W/ HANGING MESSAGE PANELS**  
 DOUBLE-SIDED  
 POWDER-COATED BLACK W/  
 PREMIUM GOLD VINYL COPY



(NOT TO SCALE)

DRILL & THREAD 6 PLACES, 10/24 THREAD 0.5\"/>



**YOUR ORDER WILL NOT PROCEED UNTIL WRITTEN APPROVAL IS RECEIVED**

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